

Estate Management Statement

Nursery Fields

Denville's



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Appendices

1. **Management Agreement (draft)**
2. **Conveyance Plan (draft)**
3. **Management Areas Plan (draft)**

Please note that all appendices are draft versions of live documents that will be subject to change as the development proceeds and unforeseen issues require resolving

1.0 Introduction

This Estate Management Statement has been prepared by David Wilson Homes Southampton in order to demonstrate a robust future commitment towards future maintenance, supervision and general wellbeing of the development

The intention is to deliver a first class, sustainable residential development which is sufficiently serviced to safeguard the future quality of life that residents can hope to enjoy. The aim is to provide a safe and well maintained environment for residents and visitors alike.

We will set up a residents management company and ensure that a reputable firm of managing agents is engaged in accordance with the terms of a Management Agreement (draft at Appendix 1) to deliver a robust set of management services in keeping with the intentions described above.

In addition we will ensure that there is a transfer of all land at the development to ensure that there is no land left over without adequate maintenance arrangements in place.

2. The development

The development will provide 109 homes, of which 74 will be available for private sale and 35 will be transferred to an affordable housing provider.

The development includes a linear stretch of open space plus along the eastern boundary which will all be maintained by the managing agents on behalf of the management company.

There is also a new foul pumping station located in the south east corner of the development which will be constructed to adoptable standards and transferred to Southern water in accordance with the terms of a Section 104 Adoption Agreement to be entered into.

3 Understanding the Management Structure

The estate roads will remain private throughout and the managing agents will accrue a sinking fund through annual estate charge collections to provide for the adequate future maintenance and repair of the roads, footways and shared drives.

The areas of land that will be transferred to the housing association, including their parking courtyards will generally be managed by the relevant housing association.

The key components of successful future management of the site can be split into the following categories:

- Private roads and footpaths
- Shared private roads/drives and paths subject to reciprocal rights of way
- Private curtilage of individual owners
- Private landscaped areas including perimeter hedgerows and trees

- Common Areas
- Open space areas to be maintained by the managing agent
- Play Area to be maintained by the managing agent
- SUDS drainage systems including soakaways, porous drives and pond area within the open space
- Foul Drainage
- Refuse collection
- Lighting

Dealing with each in turn the following provides further detail relating to the management of the particular aspects:

Private Roads

Roads and footpaths will be transferred on completion of the development into the Management Company for the site. Responsibility for this rests with David Wilson Homes to establish, through the managing agent, who will in turn appoint representatives from the new resident's that will take on stewardship and responsibility for the Management Company.

Private Curtilage

The terms of our sale to private owners will cover their obligations regarding the future maintenance of their properties. Limitations regarding, for example, parking of commercial vehicles, extensions or alterations will be imposed through protective type restrictive covenants which require the prior approval of David Wilson Homes. This requirement for approval does not obviate the need for any relevant statutory approvals or planning permissions

The terms of sale also include an obligation to contribute to the Estate and Service Charges relating to the services and role of the Estate Management Company. This obligation is binding and legally enforceable, thus safeguarding the long term stewardship of the estate

Shared Private Drives and Paths

The conveyance plan included at Appendix 2 details the proposed areas of shared responsibility and reciprocal rights. The estate Management Plan at Appendix 3 details the areas that the agent will look after.

Where reciprocal rights exist there is either a shared obligation to contribute to maintenance and upkeep 'according to use' or where these areas are included in the 'Common Areas' their upkeep will be through the estate charges

The managing Agent will include for twice yearly road sweeping of the private road areas. Refer also to the section below regarding maintenance of porous paving.

Private landscaped areas including perimeter hedgerows and trees

These areas are subject to the requirements of the 'Landscape Management and Maintenance Plan' prepared by ACD

Landscaping will be implemented in accordance with the detailed plans approved by the Planning Authority. At the end of construction activity and prior to a transfer of responsibility to the Estate Management Company an audit will be undertaken by ACD to ensure full implementation of the approved scheme. Any deficiencies will be remedied by the contractor prior to transfer

Common Areas

The common areas of the estate generally include the roads and footways, areas of shared private drives and communal parking over which a reasonable number of residents have reciprocal rights of way.

For general administration and ease of accounting the full costs of maintaining these areas is proportioned equally among all home owners.

Open Space to be maintained by the management company

The linear open space along the eastern boundary which includes a Swale and flood management area will remain private and transferred into the management company to be maintained in perpetuity.

Surface Water Drainage, SUDS and Permeable Paving

The development incorporates the principals of Sustainable development and in that regard SUDS has been deployed as the key approach to the surface water drainage strategy.

There are 4 main components to the SUDS strategy:

- Drainage of the main estate roads/highway through the use of porous paving which drains directly through to a stone sub-base and infiltrates the ground below
- Drainage of the shared and individual private driveways through the combined use of porous block paving and aquacell soakaways
- Drainage of domestic roof water run-off through the use of conventional trench type soakaways with aquacell or similar crates combined with catch-pit manholes for silt management
- The new infiltration swale along the eastern boundary and pond feature within the open space area

The 'crate-type' aquacell soakaways have been designed with access/rodding/jetting chambers formed as catch-pit manholes. Where these serve a 'communal purpose'

and are situated in areas beneath common areas or areas subject to reciprocal rights of way area,. the managing agent will be expected to provide for jetting/cleansing on a 5-year cycle.

The design specification for the private roads and driveways includes for areas of porous block paving across a significant portion of the site and thus the majority of the site remains private.

Regular sweeping of porous areas will help remove general detritus. A light power-hose of porous block paving systems can be used to keep voids clear, however designs tend to assume that some silting and reduction in capability will take place over time. The design allows for some deterioration in system performance.

A light power hose at medium pressure will help unclog blocked pores will help maintain system performance.

The required frequency of jet-washing will be determined by local conditions and the managing agent will determine the frequency when the development is fully operational and functioning. It has been shown that regular jetting can unclog around 80% of the original voids within the porous systems.

The Managing Agent is required to adhere to recommendations in 'Guide to the design, construction and maintenance of concrete block permeable pavements' by Interpave see: **www.paving.org.uk**.

A Useful Guide to Permeable Surfacing of front gardens has been published by government and contains some useful tips as follows:

Looking after a permeable driveway

Permeable paving, soakaways and rain gardens can provide durable and long lasting drainage systems. They are different to normal driveways and observing a few do's and don'ts will get the best out of them.

Do	Don't
• clean up leaves, mud and litter before they have a chance to clog the surface • brush the surface if any dirt collects on it and this will reduce the risk of it blocking and help stop weeds growing • remove weeds by hand or with a weed burner	• put soil, sand or similar material on the driveway that will block the surface and stop water soaking in • mix concrete on the driveway • pour liquids such as oil on the surface • allow the garden areas to drain onto permeable surfaces as this can allow soil to wash into the surface and block it • use weed killer

If the surface of any of the systems blocks then it can be cleaned. For porous asphalt and porous/permeable concrete blocks the surface can be unclogged using a small vacuum road sweeper or a jet washer.

Individual private trench type soakaways are also in use as part of the SUDS and these are a conventional SUDS approach albeit using a crate system, The soakaways are combined with catch pit type manholes which the individual homeowners can maintain directly.

The managing agent is required to include an offer to the homeowners for an annual inspection regime of all catch pit chambers which this will help safeguard against potential lack of maintenance. Any acceptance of this offer will require record keeping.

Ultimately, as with all components of a private dwelling it will be the homeowners responsibility to determine how they maintain their individual private drainage system however the managing agent will include for the issuing of annual reminders of the need to inspect and clean catch pits.

Where the managing agents are engaged by homeowners for the purpose of inspection an example of record keeping for soakaway inspections will be kept in a similar format to the following::

Project Details	
Project Name:	
Location:	
Designed by:	
Contractor:	
Date of Completion:	

Date Inspected	Silt Level (below GL)	Action	Comments

Foul Drainage Details

The site network is based on a conventional gravity system that drains to a new foul pumping station located in the south east corener of the site.

The domestic foul drainage is subject to updated design criteria relating to adoption of the system by Southern water in accordance with the terms of a section 104 agreement.

The foul system is designed to meet adoptable standards and once the legal agreement is signed and the works completed and maintained for a period of 12 months by David Wilson Homes Homes, the foul drainage network will transfer to Southern Water.

Refuse Collection

The scheme has been designed to include adequate collection arrangements for domestic refuse. Collection points have been included as part of the external works detailing and the Conveyance plan includes for reciprocal rights which will safeguard the retention of these locations in perpetuity.

Estate Lighting

The main estate roads will have a lighting scheme that is designed to the standards required for an adoptable estate road albeit the roads and lighting will remain private and maintained by the managing agent.

The lighting of the remaining areas; private roads and drives will generally be through standard coach-house lights affixed to the front elevation of all properties. Each of these is fitted with movement sensor and photocell.

This allows residents to retain control over the level of security and lighting that they consider appropriate for their environment. It also promotes increased environmental awareness and responsibility for energy consumption.

An unmetered supply agreement will be entered into with SSE and this agreement will be transferred to the management company on handover. Energy charges will be paid by the new residents

Gardening, cutting and sweeping

Gardening expectation is for 2 visits per month April to October and 1 visit per month November to March to undertake maintenance

Grass cutting - Allow for 15 cuts per/annum

Allow for litter picking and sweeping twice monthly

3.1 Initial Management

In accordance with standard practice the intention is to ensure there is a seamless transfer of responsibility from the operational site based team to the managing agent at the appropriate time.

This will ensure that all aspects of the working and living environment can be properly managed from a Health and safety point of view. David Wilson Homes will retain responsibility until such time as a proper handover inspection can take place with the agent.

The timing of the transfer of responsibility will be determined by the completeness of the relevant areas and will trigger an inspection to ensure that the areas are fully completed including any audit-identified remedial issues to be addressed

3.2 Long Term Management and Operations

Following transfer of responsibility including a transfer of the freehold of all common areas to the management company, the appointed managing agent will bear full responsibility for the on-going maintenance of the development.

The agent will be selected according to their experience, reputation and based on having a demonstrable track-record in delivering high levels of customer service to safeguard our reputation as a 5 star builder.

The affordable housing will be managed on a day to day basis by a Registered Social Landlord (RSL).

3.3 Participation and Communication

David Wilson Homes will provide comprehensive point of sale literature to our customers covering our responsibilities in accordance with the Consumer Code; see: **www.consumercodeforhomebuilders.co.uk**

This will set out anticipated charges in connection with estate management services and will include access to the relevant Management Plan and Conveyance documents for the development.

The managing agent will take up the role of primary contact once the transfer of Long Term Management and Operations has taken place. This will include regular updates to residents explaining the basis of the services being delivered and the associated charges.

4.0 Conclusion

The intention is to create a prestigious development that David Wilson Homes can be proud of.

This statement aims to demonstrate how the general environment and quality of place will be safeguarded in perpetuity and aims to ensure that residents can enjoy peace of mind when it comes to the upkeep and stewardship of their community

Each aspect of the management plan will work together to deliver the quality of service and standards that the development warrants

5 Sources for Key Reference Documents

The Consumer Code for Homebuilders:

www.consumercodeforhomebuilders.co.uk

Understanding Porous Block Paving:

<http://www.paving.org.uk/commercial/index.php>

Guidance on permeable Surfacing of Front Gardens

<http://www.communities.gov.uk/documents/planningandbuilding/pdf/pavingfrontgardens.pdf>

Landscape management and Maintenance Plan (reference to site specific document as above)

<http://www.acdlandscape.co.uk/>